

SECRET

SR/O/AC

Production Unit 66-4
SR/O/PT
7 January 1966

MEMORANDUM FOR : Contract Personnel Division
THROUGH : Chief, SR/Support Staff
SUBJECT : Renewal of Contract
Mario K. GIORDANO (P)

1. It is requested that Subject's contract effective 24 February 1954, be extended for a period of two years beginning 24 February 1966.

2. In recognition of Subject's performance on the job, please amend the contract to include a Periodic Step Increase effective 24 February 1966, from Grade 11, Step 2 (\$9,267) to Grade 11, Step 3 (\$9,573).

3. Further, please amend the termination clause, to read sixty (60) days notice, instead of the present thirty (30) days notice. All other terms and conditions of said contract remain in full force and effect.

4. If there are any questions on this matter, please contact ☒ , SR/O/AC, on extension R-1109.

☒ Chief, Production Unit

APPROVED:

Chief, SR/Support Staff

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CENTRAL INTELLIGENCE AGENCY
SOURCE METHOD EXEMPTION 3B2B
NAZI WAR CRIMES DISCLOSURE ACT
DATE 2006